

St John's Village Hall (Kingsdown)

Registered Charity Number 302777

The Annual General Meeting of the St John's Village Hall (Kingsdown) was held on 11th March 2019 at St John's (Kingsdown) Village Hall at 7pm.

The Chair (NH) thanked everyone for coming to the St John's Village Hall (Kingsdown) Annual General Meeting, asked everyone to sign the attendance sheet. (NH) pointed out the exits in case of any emergency.

Record of those present:-

User Groups:-

Ian Stephen – (IS) Parochial Church Council rep
Simon Longland (SL) table tennis rep and treasurer
Linda Dalton – (WI rep)

Community Reps:-

Jane Banks (JB - Secretary)
Nick Nansom (NH - Chair)

Members of the public:-

Four members of the public

Apologies:-

Mrs Mariya Deschamp Parish Council Representative (MD) - Attending PC meeting
Mr Ray Stanley

Minutes of Annual General Meeting held on 19th March 2018

The minutes were agreed as a true record.

Proposed by Sylvia Main (SM), seconded by Helen Williams (HW) and signed by NH.

Matters arising: - There were no matters arising

Chair's Statement:-

NH recorded the thanks of the Trustees to our retiring cleaner and maintenance officer, Mike Glavin after nearly 10 years, and to Deborah Longland for keeping the hall's garden looking so attractive. Sylvia Main asked if we had given Mike Glavin a suitable retirement gift. This was confirmed.

NH explained that we had appointed a replacement cleaner, but at present this is only temporary.

The maintenance (apart from any electrical or plumbing work) is being carried out on a voluntary basis by himself or SL. Users are asked to report any issues in a pink book, which is on display in the kitchen, and work will be attended to asap. DL and SL will approach Dave Truffitt, who is retiring from the school in the near future.

NH went on to mention the impending departure of the preschool after over 40 years at the village hall, which he understood to be in 2020.

We offer a wide range of activities, including meetings for the WI, Parish Council and the Scouts; Tai Chi and fitness classes, Kingsdown Rocks and many private parties.

We purchased a digital projector, which was used for the Heritage Exhibition held in September.

This will be available for groups to hire. We have a small screen (5ft square), but will investigate hanging the projector from the ceiling joists and purchasing a much larger screen on which to show films. (SL) will prepare operating instructions. HW asked him to send a copy of this to the KCG, who may consider using the hall instead of the school, which they use at present because they have such equipment there.

We hope to attract other users in the future with projects such as redesigning the kitchen and toilet area at the rear of the hall. In answer to a query from HW, these improvements will not encroach on the main hall area.

In response to questions from the floor about the fire escape, NH explained that DDC had told us that, due to the gradient, disabled access (eg a slope) was not possible – hence the construction of the steps. In addition, temporary measures such as installing wooden blocks to convert each step to a slope would not be allowed.

The Trustees are considering further projects, both of which are in early planning stages:-

1. Fire escape and the legal transfer of the ownership of the land.
2. Provision of disabled access in the main entrance lobby, and access from Upper Street.

NH called for the support from the community for more Trustees.

(Both Anna Taylor - Community representative, and Kate Stephen – former Preschool Representative, had officially retired as Trustees today.

He went on to thank all the present Trustees for all their help – LD, IS for health and safety, and defibrillator courses, SL for his technical knowledge, and JB for bookings.

The Trustees held an exhibition as part of the Heritage weekend in September, and a community fair at Christmas, both of which kept the ethos of the hall going. We hope to continue these activities despite the departure of preschool.

This concluded the chair's statement.

Financial report and agreement of accounts for 2018:-

SL presented the 2018 income versus expenditure accounts.

Our financial year runs from 1st January to 31st December.

The Trustees agreed these figures at their meeting held on 20th February 2019

Income £18,605.18 Expenditure £12,128.83 Income over expenditure £6476.35

Our main expenses are cleaning and maintenance. Last year, we spent £500 on new stair nosings, £350 on the new projector, and £450 on the annual care of the floor.

(SL) stated the Trustees allow £10,000 for emergency funds.

The remainder will be used for our planned refurbishment of the kitchen, toilets and main lobby. This will be done once preschool have moved to the school, as the work could take up to 3 months.

Our main hall rates are £10 per hour to villagers, £9 per hour to groups with a rep on the VH committee, £6 per hour for the lower hall and £15 per hour for the hire of both hall and the forecourt. JB stated that several private parties had taken advantage of this combined rate.

DL asked how our rates compared with other halls locally. SL said we are cheaper than some, and the school have recently put their fees up. We can do nothing about the lack of dedicated parking.

Our base operating rate is calculated by dividing the annual expenditure, minus donations and grants, by the number of hours that the hall was used for during 2018 (2150). This calculation is £5.64 per hour going into 2019. We have a legal obligation not to hire the hall for less than this figure.

Reports from user groups:-

Parochial Church Council – (IS)

Deed of Trust: the PCC took note of the decision of the Charity Commission refusing the proposed amendment to clause two of the Deed of Trust. Cornilo churches retain the right to use the Village Hall on Sundays and Good Friday but have responded promptly to requests for use of the Hall on Sundays

Christmas Fayre: the St John's Heritage Association held a very successful Fayre 25th November 2018 and intends to hold another on Sunday 1st December 2019

New vicar: Rev Carolyn Wood was licensed as Associate priest in the Walmer and Cornilo Benefice, with special responsibility for the parish of the Cornilo churches of which St John the Evangelist Kingsdown is a constituent part, on 26th February at a service at St Mary's Walmer. At the same service Rev'd Canon Seth Cooper was made Rector of the new Benefice.

IS confirmed the new vicar lives in Walmer.

IS also commented that, as the Trustee responsible for H+S, he had recommended how the chairs were to be distributed, and suggested where the light aluminium ladder was to be stored.

Women's Institute – LD introduced herself, and read her report:-

The WI annually uses the hall for six of its meetings, the other meetings being held at Ringwould Village Hall.

We use the hall from 1.30 on the 2nd Monday each month after the play group have vacated and from our point of view there has never been any issues regarding this arrangement.

The hall is always left clean and tidy.

The only problems we are now encountering, following the resignation of Mike Glavin, is the putting out and putting away of the chairs. Mike very kindly use to help with this. The chairs are stacked in a cupboard in a way which makes it extremely difficult to access. However as this is our problem we have now arranged for someone to come before and after our meetings to set out and put away the chairs for us. We have arranged a small payment to be made for this service.

Table Tennis – SL reported that the table tennis group were very happy.

Parish Council – no report received.

Pre-School – Report prepared and read to the meeting by Sarah Lang-Maggs (SLM) Kingsdown Pre-School Chairperson:-

We have 27 children currently attending the pre-school, with a few more due to start after Easter. Our numbers have increased steadily throughout the year, however the restriction on numbers on Monday and Wednesday afternoons continues to be an issue. The staff of the Pre-school have worked incredibly hard over the last year to accommodate the additional packing away and setting up that moving between the two halls requires, and to keep our costs to a minimum.

The planning application for the new Pre-school building on the primary school site has been submitted and is now available to view on Dover District Council's website (application number 19/00259). Our proposed move would be a positive step forward for the Pre-school in terms of having a purpose built facility, and being able to offer longer hours of childcare. Co-locating with the school also offers many other benefits. Whilst we would ideally like to be on site by September 2020, this is subject to planning and dependent on our ability to raise the necessary funds. We will also potentially be affected by the school's own timescales for replacing classrooms.

In response to questions from the floor, SLM said that their catchment area is as big as it needs to be, and even with the proposed new building at the school, they would only be able to accommodate a maximum of 30 children. SLM then commented that many preschools were struggling, and the Park Avenue preschool near Tides in Deal was due to close. This is partly due to rising costs set against Government funding being frozen for 3 years. Their 5 year plan for Kingsdown shows that the group is less viable year on year, especially as they cannot offer the 30 hours of free child care at the hall.

SLM said the project's building budget was £150,000. HW suggested preschool write to our local MP, Charlie Elphick, about government funding for pre-school not covering rising costs. HW asked about the effect of 'academisation'. SLM said this makes their planning easier.

A recent traffic survey had concluded that the village hall poses a more dangerous location than the school. Deborah Longland (DL) suggested that a discussion about safety issues was required, and pointed out that the planning application had no case officer assigned to it. SLM was asked to investigate this fact.

DL asked about preschool's recent request that she gives several days notice when working on the hall's garden. She explained this is not practical for her, and that she is usually in the front forecourt - the other side of the secondary fence. SLM said this was due to Ofsted regulations and the fact that all visitors should be DBS checked. She felt sure a practical solution could be found.

When preschool move, all their gardening items will be taken with them. An agreement may have to be reached regarding the outside storage.

NH confirmed that the Trustees try to arrange any maintenance work outside preschool hours, but that this is not always possible.

SL commented that the village hall will need 6 months notice if and when the preschool intend to move to their new premises, in order to plan the refurbishment.

Announcement of User Group Reps (Appointed Trustees)

The Secretary said she had confirmation of the following appointments until their respective AGMs.

Women's Institute – Linda Dalton

Parochial Church Council – Ian Stephen

Table Tennis – Simon Longland

Parish Council – Mariya Deschamp

Pre-School – None appointed

Appointment of tellers - Not required, as the total number of Trustees allowed under the Deed of Trust is fourteen.

Nominations for Community Trustees:-

JB said she had not received any nominations for Village representatives.

JB and NH were prepared to stand again.

JB and NH were proposed by HW and seconded by DL.

Any other Business:-

DL asked about the large bag of salt grit deposited on the forecourt, which was making access to the garden and notice board more difficult. NH said the Trustees had agreed to the request by the Parish Council, but had expected a far smaller grit bin. We will request that the Parish Council remove it now winter is over.

SM asked about the trees overhanging the hall from the holiday park. The Trustees said the park had a tree management programme. The Trustees will inspect the trees overhanging the hall to see if there were any obvious problems.

Date/Venue of 2020 Annual General Meeting:-

March 2020 (date to be advised nearer the time) at St John's Village Hall (Kingsdown).

The Meeting closed at 8.15pm

The newly elected committee convened a meeting to elect the officers for 2019/20 (see separate minutes for full details)

Nick Hansom (NH) was appointed Chair, Jane Banks (JB) was appointed Secretary and booking secretary, and Simon Longland (SL) was appointed Treasurer.